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**Billing Code: 4210-67**

**DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

**[Docket No. FR-5604-N-11]**

**Notice of Submission of Proposed**

**Information Collection to OMB;**

**Comment Request**

**HOME Investment Partnerships Program**

**AGENCY:** Office of Community Planning and Development.

**ACTION:** Notice.

**SUMMARY:** The proposed information collection requirement described below will be submitted to the Office of Management and Budget (OMB) for review, as required by the Paperwork Reduction Act. The Department is soliciting public comments on the subject proposal.

**DATES:** Comments Due Date: **[Insert date 60 days after the date of publication.]**

**ADDRESSES:** Interested persons are invited to submit comments regarding this proposal.

Comments should refer to the proposal by name/or OMB approval number and should be sent to: William D. Kelleher, Reports Liaison Officer, Department of Housing and Urban Development, 451 Seventh Street, SW, Room 7233, Washington, DC 20410-4500 or by e-mail at [William.Kelleher@hud.gov](mailto:William.Kelleher@hud.gov).

**FOR FURTHER INFORMATION CONTACT:** Timothy Colon, Office of Affordable Housing Programs, Department of Housing and Urban Development, 451 Seventh Street, SW., Room 7162, Washington, DC 20410-4500; telephone 202-402-4567 (this is not a toll-free number) or by e-mail at Timothy.Colon@hud.gov. This is not a toll-free number.

**SUPPLEMENTARY INFORMATION:** The Notice will inform the public that the U.S. Department of Housing and Urban Development (HUD) will submit the proposed information collection to OMB for review, as required by the Paperwork Reduction Act of 1995 (44 U.S.C. Chapter 35 as Amended).

This Notice is soliciting comments from members of the public and affected agencies concerning the proposed collection of information to: (1) Evaluate whether the proposed collection of information is necessary for the proper performance of the functions of the agency, including whether the information will have practical utility; (2) Evaluate the accuracy of the agency's estimate of the burden of the proposed collection of information; (3) Enhance the quality, utility, and clarity of the information to be collected; and (4) Minimize the burden of the collection of information on those who are to respond; including through the use of appropriate automated collection techniques or other forms of information technology, e.g., permitting electronic submission of responses.

This Notice also lists the following information:

**Title of Proposal: HOME Investment Partnerships Program (HOME).**

**Description Of Information Collection:** The information collected through HUD's Integrated Disbursement and Information System (IDIS) (§ 92.502) is used by HUD Field Offices, HUD Headquarters and HOME Program Participating Jurisdictions (PJs). The information on program funds committed and disbursed is used by HUD to track PJ performance and to determine compliance with the statutory 24-month commitment deadline and the regulatory 5-year expenditure deadline (§ 92.500(d)). The project-specific property, tenant, owner and financial data is used to compile annual reports to Congress required at Section 284(b) of the Act, as well as to make program management decisions about how well program participants are achieving the statutory objectives of the HOME Program. Program management reports are generated by IDIS to provide data on the status of program participants' commitment and disbursement of HOME funds. These reports are provided to HUD staff as well as to HOME PJs.

Management reports required in conjunction with the Annual Performance Report (§ 92.509) are used by HUD Field Offices to assess the effectiveness of locally designed programs in meeting specific statutory requirements and by Headquarters in preparing the Annual Report to Congress. Specifically, these reports permit HUD to determine compliance with the requirement that PJs provide a 25% match for HOME funds expended during the Federal fiscal year (Section 220 of the Act) and that program income be used for HOME eligible activities (Section 219 of the Act), as well as the Women and Minority Business Enterprise requirements (§ 92.351(b)).

Financial, project, tenant and owner documentation is used to determine compliance with HOME Program cost limits (Section 212(e) of the Act), eligible activities (§ 92.205), and eligible costs (§ 92.206), as well as to determine whether program participants are achieving the income targeting and affordability requirements of the Act (Sections 214 and 215). Other information collected under Subpart H (Other Federal Requirements) is primarily intended for local program management and is only viewed by HUD during routine monitoring visits. The written agreement with the owner for long-term obligation (§ 92.504) and tenant protections (§ 92.253) are required to ensure that the property owner complies with these important elements of the HOME Program and are also reviewed by HUD during monitoring visits. HUD reviews all other data collection requirements during monitoring to assure compliance with the requirements of Title II and other related laws and authorities.

HUD tracks PJ performance and compliance with the requirements of 24 CFR Parts 91 and 92. PJs use the required information in the execution of their program, and to gauge their own performance in relation to stated goals.

**OMB Control Number:** 2506-0171.

**Agency Form Numbers:** HUD 40093, SF 1199A, HUD 20755, HUD 40107, HUD 401107A.

**Members Of Affected Public:** State and local government participating jurisdictions.

**Estimation of the total numbers of hours needed to prepare the information collection including number of respondents, frequency of response, and hours of response:**

<b>Reg. Section</b>	<b>Paperwork Requirement</b>	<b>Record Keeping Hours</b>	<b>Reporting Hours</b>	<b>Number of Juris- dictions</b>	<b>Total Hours</b>
§ 92.61	Program Description and Housing Strategy for Insular Areas		10	4	40
§ 92.66	Reallocation - Insular Areas		3	4	12
§ 92.101	Consortia Designation		5	36	180
§ 92.200	Private-Public Partnership	2		594	1,188
§ 92.201	Distribution of Assistance	2		594	1,188
§ 92.201	State Designation of Local Recipients		1.5	51	76.5
§ 92.202	Site and Neighborhood Standards	2		594	1,188
§ 92.203	Income Determination	2		6,667	13,334
§ 92.206 § 92.216 § 92.217 § 92.218 § 92.250 § 92.252 § 92.254	Documentation required by HUD to be included in project file to determine project eligibility I.e., eligible uses and costs, cost limits, mixed-projects and value	5		6,667	33,335
§ 92.206	Eligible Costs - Refinancing		4	100	400
§ 92.251	Written Property Standards	1		6,667	6,667
§ 92.253	Tenant Protections (including lease requirement)	5		6,667	33,335
§ 92.254	Homeownership - Median Purchase Price	5		80	400
§ 92.254	Homeownership - Alternative to Resale/recapture		5	100	500
§ 92.300	CHDO Identification	2		594	1,188
§ 92.300	Designation of CHDOs		1.5	480	720

§ 92.300	CHDO Project Assistance	2		594	1,188
§ 92.303	Tenant Participation Plan	10		4,171	41,710
§ 92.350	Equal Opportunity (including nondiscrimination, and minority and women business enterprise and minority outreach efforts)	5		6,667	33,335
§ 92.351	Affirmative Marketing	10		6,667	66,670
§ 92.353	Displacement, relocation and acquisition (including tenant assistance policy)	5		6,667	33,335
§ 92.354	Labor	2.5		6,667	16,667.50
§ 92.355	Lead-based paint	1		6,667	6,667
§ 92.357	Debarment and Suspension	1		6,667	6,667
§ 92.501	Investment Partnership Agreement	0.5	0.5	598	598
§ 92.502	Homeownership and Rental Set-Up and Completion (IDIS)		16	594	9,504
§ 92.502	Tenant-Based Rental Assistance Set- Up (IDIS)		5.5	225	1,237.50

§ 92.502	IDIS Performance Measurement Set-Up and Completion Screens	21	6,671	140,091
§ 92.504	Participating Jurisdiction's Written Agreements	10	6,667	66,670
§ 92.509	Management Reports - Annual Performance Reports	2.5	598	1,495
§ 92.509	Management Reports - FY Match Report	0.75	594	445.5
§ 91.220	Describe the use of ADDI funds	1	427	427
§ 91.220	Describe the plan for outreach	1	427	427
§ 91.220	Describe plan to ensure suitability of families	1	427	427
§ 91.604	Describe prior commitment	1	37	37
§ 91.616	Confirm first-time homebuyer status	0.1	427	43
§ 92.502	Input first-time homebuyer status (IDIS)	0.2	427	85

**Total Annual Respondents and Burden Hours** **6,667** **521,478**

**Estimate of Respondent Cost: 521,478 hours x \$42/hour = \$21,902,076**

**AUTHORITY:** The Paperwork Reduction Act of 1995, 44 U.S.C. Chapter 35, as amended.

**Date:** October 23, 2012

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Clifford Taffet  
General Deputy Assistant Secretary  
for Community Planning and Development

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